**Introduction to EISM Network and the ICT LAB**

**Rules**

* Refrain from eating in the classroom (no juice, no snacks or A big no to chewing gum)
* Be considerate to your friends in class
* Raise your hand if you need to speak/ask a question
* Wait for the teacher to give instructions to use the computer and the internet
* Restrict yourself from moving around on chairs
* Use of gaming sites and chat rooms are an offense

Fill in the Blanks with the correct word:

1. The computers in the lab are connected to each other. This is called a Local Area Network
2. Each computer that you work on (in the network) is called a workstation
3. There is one printer in the ICT lab to print the required data.
4. There is one scanner in the lab which helps us to copy pictures or text in to a file.
5. When we finish our work on the computer it is always a good practice to save the work.
6. It is important not to waste paper while printing, instead it is a good idea to do a print preview before giving the command to print.
7. The network in EISM is called EIS.